

Montpelier ADA Committee
March 12, 2019

Subject to review and approval

Attendance: Tom McArdle, Marty Roberts, Tina Hagen, Kevin Casey, Sue Allen, Jack McCullough, Chris Lumbr, Dianne Richardson, Arne McMullen came in later.

Approve agenda - Action suggested: Members should review and approve the agenda, including the order of the agenda as well as identifying items to be added under "Other Business".

Dianne made a motion to approve the agenda, Jack seconded. The motion passed on an 8-0 vote.

Opportunity for public comment

There were no members of the public in attendance.

Introductions and welcome

Not necessary.

Consider Committee Vacancy and Review Applications

The board vacancy has been advertised. Dianne and Marty have tried recruiting people but there has been no interest expressed so far. Sue will re-advertise it and do a social media push. The position is for a chair, since Kim and Franklin left, Tom has been doing it, but it should be a non-staff person.

Consider Appointing a Chairperson (accept nominations)

Marty said she would step in on an interim basis. Dianne nominated Marty as committee chairperson, Tina seconded and there was a unanimous vote. Tom then handed the meeting over to her. It has been assumed that the chair should be a Montpelier resident, but nothing has specific has been found in the charge. There is no set term for the chair. After discussion, Marty decided to become the chair, but there will still need to be another member.

Transition Plan:

- **Review & discuss first deliverables from the consultant, Institute of Human Centered Design (IHCD): Building / Facility accessibility evaluation reports.**
- **Work Plan status update.**
- **Review committee member / staff participation & support in conducting evaluations, etc.**
- **Discuss City Council presentation of draft plan and public review process (preliminary schedule).**
- **Televised meetings: open or closed captioned?**

Everything for the transition plan is posted on the website. Members should review the list of priorities and timelines to discuss at the next meeting, then staff will assign the responsibilities for getting the items done. There will be a public presentation done by Institute for Human Centered Design.

An architect and consultant will be going through the Rec Center (Arne McMullen joined at this time) to determine what needs to be done and a cost to bring it into compliance. The building was determined to be non-compliant in the 90s, so the schools are used for accessibility, especially for spectators.

There isn't a specific tracking system for formal requests, since there have been so few. Most of the accessibility requests are informal.

The committee concluded that the draft plan will be ready for a City Council presentation by May – Sue will put that on the schedule for Council.

ORCA Media offers closed captioning for various broadcast. Open captioning should be offered for City Council meetings. Chris will follow up with ORCA on that.

Updates from committee members

Kevin reported that a CBDG grant has been submitted on behalf of the library for the elevator that is about 40 years old.

Chris reported that the T.W. Wood and Center For Arts and Learning is installing an elevator.

Tom reported that some sidewalks were redone at VCFA last year, there are still a few ramps to be done, he wants to put that on the list of requested accommodations that have been done.

The transition plan doesn't have any references on how to find the funds to pay for the projects.

Review and approve meeting minutes from January 8, 2019

Dianne made a motion to approve the minutes with the date changed to January 8, 2019. Arne seconded.

Tom mentioned that the January minutes mentions that "Department heads will meet in February to discuss the list" and that this did not occur partly because the draft plan documents weren't ready for review. Committee members can review the list of priorities to discuss at the next meeting on March 12. This is also why department heads weren't asked to attend this meeting, which was also mentioned at the January meeting.

Tom also noted a lot of accessibility changes were recommended for Hubbard Park which he will review the Parks Director.

No formal vote was taken on the minutes.

Confirm next meeting date – April 16.

Sue will put the presentation on the calendar for City Council for May 22.

Other Business

None.

Adjourn

Tom made a motion to adjourn, Sue seconded.

Respectfully submitted,

Tami Furry
Recording Secretary